

REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION

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February 25, 2003

FROM: MICHAEL E. HAYS, Director
Land Use Services Department/Advance Planning Division

**SUBJECT: CONSULTANT SELECTION FOR THE COUNTY GENERAL PLAN UPDATE
AND ENVIRONMENTAL IMPACT REPORT**

RECOMMENDATION: **APPROVE** tentative selection of URS Corporation (URS) to provide consultant services in the preparation of the County General Plan Update and Environmental Impact Report (EIR); **AUTHORIZE** staff to negotiate the final scope of work and budget with URS; and **DIRECT** staff to prepare a contract for review and approval by the Board of Supervisors.

BACKGROUND INFORMATION: The Board of Supervisors authorized a search for consultant services to assist with the County General Plan Update with the release of a Request for Qualifications (RFQ) on August 13, 2002. A selection committee was formed, in accordance with County Policy 11-05 and Standard Practice 11-05 SP-1, to review consultant qualifications and consultant service proposals. Staff from the departments of Land Use Services, Public Works, Special Districts, Economic and Community Development, Information Services, the Administrative Office, and representatives of the Supervisor's offices participated on the selection committee.

Three qualified consultant teams submitted detailed service proposals to address the general scope of work defined in Phase 1 of the General Plan Update, as related in the RFQ. The proposals were submitted by URS, of Los Angeles (with a local office in Ontario), LSA Associates, of Riverside, and Dyett & Bhatia, of San Francisco (with a local office in San Diego). The selection committee reviewed the proposals in December of 2002, and interviewed all three teams on January 6, 2003. The committee agreed that all three teams are highly qualified and capable of completing the General Plan Update, but the URS proposal is most responsive to the criteria described in the RFQ, and the URS team is best suited to meet the County's needs. In response to a request from the selection committee, URS submitted a revised proposal to provide clarification of the proposed approach to community plan updates, the project team organization and the budget. The consultant selection committee is satisfied with the revised URS proposal, and recommends the tentative selection of URS Corporation for approval by the Board of Supervisors.

The URS proposal divides the work program for the General Plan Update into eight tasks/activities:

- 1) Visioning (development of a vision statement)
- 2) Public Participation
- 3) Background Research and Data Gathering
- 4) ~~Draft General Plan Preparation~~

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- 5) Community Plan Updates
- 6) Development Code Revisions
- 7) Environmental Impact Report (EIR) Preparation
- 8) Public Review, Hearings and Adoption

The revised URS proposal presents three alternative levels of effort for the work program activities and associated budget: A) Basic, B) Mid-level and C) Comprehensive. The basic program clearly meets the legal requirements for a general plan update, as well as the other requirements specified in the County's RFQ. Staff recommends acceptance of the basic level of effort for all but two of the program activities: Public Participation and Community Plan Updates. The mid-level of effort on these two activities would allow broader, more inclusive public outreach, and a more comprehensive approach to community plan updates.

CONCLUSION: Staff seeks the Board's authorization to negotiate a contract with URS Corporation to prepare the County General Plan Update and Environmental Impact Report, as presented in the URS proposal as the basic program, with mid-level enhancements of the Public Participation and Community Plan Update activities. This recommended work program would cost approximately \$4,000,000 over a three-year period. Upon receiving the Board's direction on the work program and budget, staff will negotiate the details of the scope of work and budget with URS, and return to the Board with a proposed contract for review and approval.

REVIEW BY OTHERS: This item was reviewed by Chief Deputy County Counsel Rex Hinesley on February 10, 2003, by Contract Compliance Coordinator Ruth Rice on February 11, 2003 and by the County Administrative Office, Patricia M. Cole, Administrative Analyst III, on February 13, 2003.

FINANCIAL IMPACT: Approval of this item will not commit any financial resources to the General Plan Update. A detailed budget and analysis of proposed funding sources will be presented to the Board with a consultant service contract as a separate action, in late March.

SUPERVISORIAL DISTRICT(S): All

PRESENTERS: John Goss, Assistant County Administrator, Economic Development/
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Randy Scott, Division Chief - Advance Planning Division, (909) 387-4147

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